



Agenda ***Sister Cities Commission***

June 26, 2014

Milpitas City Hall, Fourth Floor Conference Room

(Please note room change. Take elevator to 4th Floor. Conference room is across from elevator.)

455 E. Calaveras Blvd.

6:00 PM

I. Roll Call

II. Seating of Alternates

III. Pledge of Allegiance

IV. Approval of Minutes: May 22, 2014

V. Approval of Agenda: June 26, 2014

VI. Announcements / Correspondence

Items directly related to the Sister Cities Commission (SCC) and City of Milpitas business.

VII. Public Forum

Members of the audience are invited to address the commission in any subject not on tonight's agenda. Speakers must supply their name and address for the record.

Commissioners cannot respond to issues brought forward, but may request that the matter be added to the agenda of a future meeting.

VIII. New Business – None

1. Focus Areas & Relationship Criteria

Background: At the May 22 meeting, the SCC approved this task as part of its FY14-15 work plan and opted to begin review and study of its document "Focus Areas and Criteria to Establish Sister City Relationships" at this meeting.

Recommendation: Review current document before the June 26 meeting and be prepared for discussion. The document is included in the agenda packet and can be accessed at www.ci.milpitas.ca.gov/pdfs/commissions/scc/doc_focus_areas.pdf.

2. Cancellation of July 24 Meeting

Background: Due to low activity with sister city relationships during the summer, the SCC has traditionally cancelled its July meeting.

Recommendation: Cancel July 24 meeting due to no immediate pending business.

IX. Old Business

3. Sister City Commission Promotional Expenses

Background: At the beginning of each fiscal year, the Commission has a spending limit of \$6,240. Expenses totaling \$7,509.25 are shown on the listing in the SCC agenda packet, for a total negative balance of \$1,269.25.

Recommendation: Note receipt and file. There are no remaining expenses from this fiscal year.

4. SCI International Dues, 2014 Conference Update & Funding Request

Background: Sister Cities International presented its annual membership invoice of \$510.00. Staff forwarded the invoice to the City Manager's Office for payment out of the SCC's membership budget.

The SCI Conference will be held at the San Jose Fairmont July 31 – August 2, 2014. Chair B. Michael Howard and Vice Chair Sumeet Ahuja of the Economic Development Commission will also attend. Their attendance is being paid from the Council's promotions budget and will not be taken from the SCC's spending limit.

Staff received an email request and invoice for a one time city member contribution of \$500 to support the Host Organizing Committee's financial obligation as part of the 2014 SCI Conference contract with the national office. This expense can be paid from the FY14-15 spending limit.

Recommendation: Review and discuss requested \$500.00 request contribution to support the Host Organizing Committee for the 2014 SCI Conference.

5. E-Pal Project with Sister Cities

Background: Tsukuba staff responded with interest and development questions about starting an e-pal project of up to 70 students from the Milpitas High School Digital Business Academy.

Recommendation: Receive update from staff regarding contact with Tsukuba staff.

6. Home-stays for Dagupan and Huizhou Students, October 2014

Background: The SCC set a deadline of June 20 to accept home-stay applications. This year, the SCC started outreach on March and increased its coordination with Milpitas High School. To date, three families have responded, one willing to accept two students.

Recommendation: Review updates, if any, and discuss next steps..

7. Tsukuba City, Japan

Background: On June 12, staff emailed the Tsukuba director and staff contact to enquire on the process to extend this relationship. Staff also noted that the SCC would review this MOU at its June 26 meeting (a task identified in the FY2014-15 work plan).

Commissioner Arbaugh is the lead commissioner for Tsukuba.

Milpitas and Tsukuba signed an updated Memorandum of Understanding (MOU) on September 1, 2009 for a five-year term, ending September 1, 2014.

Recommendation: Review MOU and discuss timing and next steps for upcoming recommendation to City Council.

8. Dagupan City, Philippines

Background: Staff received an update from Dagupan stating the proposed MOU was reviewed and approved by Mayor Fernandez. The process will take an unknown amount of time as the MOU needs to be heard by the Dagupan City Council at three meetings.

Commissioner Mateo is the lead commissioner for Dagupan.

Milpitas and Dagupan signed an updated MOU in September 15, 2009 for a five-year term, ending September 15, 2014.

Recommendation: Note receipt and file.

9. Huizhou Municipality, China

Background: There is no updated communication between Milpitas and Huizhou staff regarding the student visit in October and interest in economic development activities. Huizhou staff is researching inquiries from the SCC.

Chair Grilli leads this sister city relationship.

Milpitas and Huizhou signed an updated MOU on October 15, 2013 for a five-year term, ending October 15, 2018.

Recommendation: Receive report from Chair Grilli and staff.

X. City Council Liaison Report

XI. School District Liaison Report

XII. Future Agenda Items

- a. Sister City Relationships / Cultural Exchanges
 - i. Tsukuba, Japan
 - ii. Dagupan, Philippines
 - iii. Huizhou, China
- b. Figline-Incisa, Italy
- c. Seongnam City, South Korea

XIII. Adjournment

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